

CCRAFT SA

Rue Jaquet-Droz 1
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Job ID: COM2501

Sales and Marketing Specialist (80%)

The company

CCRAFT is a leading photonic chip foundry specialized in thin-film lithium niobate (TFLN) technology. With industrial-grade in-house fabrication, we enable innovation across telecom, datacom, quantum, and sensing. Our offering includes MPW, custom, and high-volume wafer runs, supported by a derisked Process Design Kit (PDK) and strong design collaboration. At CCRAFT, we pair advanced manufacturing with customer-focused support, helping global partners bring breakthrough optical systems to market.

The role

We are looking for a dynamic, customer-oriented **Sales and Marketing Specialist** to support us in driving CCRAFT's commercial growth. This role combines technical understanding with sales initiative and marketing creativity. You will manage customer onboarding and related documentation, coordinate NDAs and POs, and ensure smooth communication between clients and internal teams. In parallel, you will help strengthen CCRAFT's brand visibility by preparing marketing materials, supporting events, and executing outreach activities to attract new customers and partners.

Responsibilities

Pre-Sales and Customer Engagement

- Support the core team in responding to inbound customer inquiries and info requests.
- Prepare the offers, quotations, and technical proposals.
- Assist with the administrative flow related to customer onboarding: NDAs, quotations, purchase orders, and contract handovers.
- Ensure a smooth and professional customer experience through clear communication and follow-up.
- Collaborate with the technical and product teams to ensure alignment on customer needs and expectations.

Business Development & Lead Generation

- Identify and qualify new potential customers and market opportunities.
- Proactively reach out to contacts and build relationships within target sectors.
- Participate in defining commercial strategies and market positioning.
- Maintain and update the CRM database with accurate customer prospect information.
- Actively contribute to developing technical brochures, and sales enablement materials.

Representation & Promotion

- Represent the company at trade fairs, exhibitions, and professional events.
- Manage booth logistics, prepare materials, and ensure effective presence at events.
- Actively promote the company's brand and offering through direct networking and professional communities.
- Support organization of customer visits, demos, and workshops.

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Internal Collaboration & Process Improvement

- Work closely with the CRO and technical teams to improve the pre-sales process and customer handover.
- Suggest improvements in tools, templates, and workflows (quotations, CRM tracking, documentation).
- Coordinate regular commercial reviews and reporting.

Requirements

- Degree in business, marketing, communications, or a technical field (engineering background is a plus).
- 2+ years of experience in sales, marketing, or business development, ideally in a B2B tech environment.
- Skilled in preparing marketing materials and organizing events, exhibitions, and communications.
- Familiar with sales and partnership documentation (NDAs, quotations, purchase orders).
- Knowledge of the photonic/electronic chip value chain is an advantage.
- Proactive, creative, and reliable team player with strong results orientation.
- Ready to travel (up to 25%) to meet partners, customers, and represent CCRAFT at industrial events.
- Fluent in English; additional European languages are an asset.

Conditions & Benefits

- Permanent position, competitive salary, performance bonus, ESOP participation.
- Based at CCRAFT's headquarter in Switzerland, with flexible hybrid scheme.
- Collaborative, low-hierarchy team, valuing initiative, transparency, and growth.
- Being a core team member in a high-potential startup with global impact and recognition, shaping CCRAFT's global brand and customer-partner ecosystem.
- Professional development through conferences, training, and industry engagement.

Call to action

Please write to careers@ccraft.com enclosing the following documents in a **single PDF file** (name: **Job-ID_YourName**):

- 1-page Cover letter outlining what you bring to CCRAFT, what CCRAFT brings to you, and what CCRAFT and you could bring to others.
- Maximum 2-page CV with focus on relevant experience.
- Contact info for 2 references.

Email Title: **Job ID_Your Name**

Your application should reach us no later than **November 20th**.

We will contact you shortly after the application deadline.